

~~CONFIDENTIAL~~

DELETIONS			ADDITIONS			NET CHANGE	ORGANIZATION CODE (Machine Record)
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.		
GENERAL SERVICES OFFICE <u>OFFICE OF THE CHIEF</u>	(Code L)		<u>LOGISTICS OFFICE</u> <u>ADMINISTRATIVE STAFF</u>	(Code R)			
Physical Secur Of	GS-080-12	417	Physical Sec Of (Place on T/O after R703)	GS-1810.07	11/12		25X1
RECORDS SERVICES DIVISION RECORDS MANAGEMENT AND DISTRIBUTION MAIL CONTROL SECTION	BRANCH		<u>ADMINISTRATIVE STAFF</u> <u>MAIL AND COURIER BRANCH</u>				
25X9A2							
Delete all positions	total)		Mail and File Sup Mail and File Sup Mail Supervisor Mail File Clk-Typ	GS-0305.06 09 GS-0305.06 08 GS-0305.04 07 GS-0305.08 04			25X1
<u>MAIL UNIT</u>			<u>MAIL SECTION</u>				
Delete all positions	total)		Mail and File Sup Mail Clerk Mail Clerk Mail Clerk Mail Clerk Mail Clerk Mail Clerk Mail Clerk	GS-0305.06 06 GS-0305.03 04 GS-0305.03 04 GS-0305.03 04 GS-0305.03 04 GS-0305.03 03 GS-0305.03 03			
<u>COURIER UNIT</u>			<u>COURIER SECTION</u>				
Delete all positions	total)		Courier Courier Courier	GS-0301.35 06 GS-0301.35 06 GS-0301.35 05			
NEW OFFICE TOTALS			APPROVAL				
25X1A9A			red red				d. Please make changes on office new machine printed T/O page(s) is
							Chief, Class. & Wage Div.
							TITLE
FORM NO. 30-25 SEP 1952	<del>CONFIDENTIAL</del>						
CHANGE AUTHORIZATION							
Approved For Release 2005/06/03 : CIA-RDP78-03568A000800120006-4							

OFFICE OR STAFF		OFFICE CODE	REQUEST DATE	APPROVAL DATE	954	Page 2 of 10 Pages
LOGISTICS, GENERAL SERVICES OFFICE				ADDITIONS		ORGANIZATION CODE (Machine Records)
DELETIONS		ORGANIZATION AND POSITION TITLE	POSITION NO.	ORGANIZATION AND POSITION TITLE	POSITION NO.	NET CHANGE NEW BR. & DIV. TOTALS
		(Code L)		Courier	GS-0301.35-05	748.11
				Courier	GS-0301.35-01	749
				Courier	GS-0301.35-01	thru
				Messenger	CPC-110 -03	749.19
				Messenger	CPC-110 -03	750
				Truck Drvr-Hvy Duty	WB 09	thru
				Truck Drvr-Hvy Duty	WB 09	750.10
						751
						thru
						751.06
SPACE MAINTENANCE AND FACILITIES DIVISION				REAL ESTATE AND CONSTRUCTION DIVISION		
OFFICE OF THE CHIEF				SPACE MAINTENANCE AND FACILITIES BRANCH		
				OFFICE OF THE CHIEF		
Delete all positions				Adm Services Of	GS-0301.09-11	752
				Clerk Steno	GS-0312.01-05	754
BUILDING MAINT AND UTILITIES BRANCH				BUILDING MAINTENANCE AND UTILITIES SECTION		
Delete all positions				Bldg Services Supt	GS-1611.01-13	755
				Bldg Services Supt	GS-1611.01-12	756
				Bldg Services Supt	GS-1611.01-11	757
				Bldg Services Supt	GS-1611.01-09	758
				Bldg Services Supt	CPC-322 -10	759
				Public Bldg Supt	GS-0301.26-05	760
				Clerk	GS-0312.01-05	761
				Clerk Steno	GS-0312.01-05	761.01
				Clerk Steno	GS-0312.01-05	762
				Clerk	GS-0301.26-03	
NEW OFFICE TOTALS				APPROVAL		
				<p>The T/O changes listed above are hereby approved. Please make changes on office rec rec</p> <p>CONFIDENTIAL</p> <p>T/O CHANGE AUTHORIZATION</p> <p>Chief, Class. &amp; Wage Div. TITLE</p>		
FORM NO. 30-25 SEP 1952				T/O CHANGE AUTHORIZATION		
				Approved For Release 2005/06/03 : CIA-RDP78-03568A000800120006-4		
				25X1A9A		

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OFFICE OR STAFF	OFFICE CODE	REQUEST DATE	APPROVAL DATE	CONTROL NO.			Page 3 of 10 Pages
LOGISTICS, GENERAL SERVICES OFFICE			FEB 14 1968	954			
DELETIONS							ADDITIONS
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	NET CHANGE	ORGANIZATION CODE (Machine Record)
TELEPHONE SECTION		(Code L)	TELEPHONE UNIT		(Code R)	NEW BR. & DIV. TOTALS	
		total)					
		25X9A2					
SPACE ACQUISITION AND UTILIZATION BRANCH			SPACE ASSIGNMENT AND UTILIZATION SECTION				
		total)					
OFFICE OF THE CHIEF			PRINTING AND REPRODUCTION DIVISION				
Publications Of Prod Spec-Prtg	GS- 010-14 GS-1152-12	433 475	OFFICE OF THE CHIEF				
PRINTING AND REPRODUCTION DIVISION			PRODUCTION AND CONTROL BRANCH				
Delete all positions		25X9A2	Ptg Prod Spec	GS-1152.09 12	730		
NEW OFFICE TOTALS							APPROVAL

25X1A9A

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The T/O changes listed above are hereby approved

Please make changes on office  
line printed T/O page(s) is

Ref, Class. & Wage Div.

TITLE

25X1

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Next 6 Page(s) In Document Exempt

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25X1

25X1

[Redacted]  
ORGANIZATION  
(Date)

## OFFICE OF THE DEPUTY DIRECTOR (ADMINISTRATION)

## TRANSFER OF GENERAL SERVICES FUNCTIONS AND RESPONSIBILITIES

1. GENERAL. Effective 15 February 1954, the General Services Office is abolished and its functions and responsibilities are transferred as indicated below:

<u>GSO Element or Function</u>	<u>Transferred to:</u>
Printing and Reproduction Division.	Logistics Office, Printing and Reproduction Division.
Printing Advisory function of the Office of the Chief, GSO.	Logistics Office, Printing and Reproduction Division.
Physical Security function of the Office of the Chief, GSO.	Logistics Office, Administrative Staff, Security Officer. (For physical security at the P&R Plant.)
Mail Control Section (Mail and Courier Units) of the Records Management and Distribution Branch, Records Services Division.	Logistics Office, Administrative Staff, Mail and Courier Branch.
Space, Maintenance and Facilities Division.	Logistics Office, Real Estate and Construction Division, Space, Maintenance and Facilities Branch.
Machine Records Branch of the Records Services Division.	Office of the Comptroller, Machine Records Division.
Records Management functions (including forms control and reports management) of the Office of the Chief, Records Services Division, and the Records Management Section and Records Center Section of the Records Management and Distribution Branch, Records Services Division.	Office of the Comptroller, Management Improvement Staff.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. K. WHITE

Acting Deputy Director

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(Administration)

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OFFICE OR STAFF LOGISTICS	OFFICE CODE R	REQUEST DATE	APPROVAL DATE	CONTROL NO.	Page 1 of 1 Pages
DELETIONS			ADDITIONS		
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.
<u>TRANSPORTATION DIVISION</u> <u>HIGHWAY BRANCH</u> Motor Vehicle Disp	GS-2151 5/6	[REDACTED]	<u>TRANSPORTATION DIVISION</u> <u>HIGHWAY BRANCH</u> Motor Vehicle Disp	GS-2151 6	[REDACTED]
Classification review. No change in T/O strength.			25X1		
NEW OFFICE TOTALS			APPROVAL		
T/O strength	[REDACTED]	25X9A2	rec rec	The T/O changes listed above are hereby approved. Please make changes on office <small>DATA: this authority until new machine printed T/O page(s) is</small> Chief, Class. & Wage Div. TITLE	
CONFIDENTIAL					